

BLETCHINGDON PARISH COUNCIL

Minutes of the Parish Council Meeting held by virtual Zoom (due to Coronavirus)

on Thursday 30th April 2020 at 7:30pm

Present: Cllr A.K.Saunders (Chair), Cllr C. Lane, Cllr D. Ledger, Cllr R. Pirie, Cllr M. Whitehead, Cllr A. Jordan, and Cllr M. Taylor.

080/20**Apologies:** None

081/20**Declarations of Interest:** None.

082/20 **Public Participation:** None.

083/20**To approve the Minutes of the Parish Council Meeting held on 26th March 2020:**

The Minutes were approved by all and will be signed by Cllr Saunders post Coronavirus lockdown.

084/20**Reports from District or County Councillors:** None.

085/20**Traffic Calming:** To date, there has been no reply to the Clerks email written to Dave Catling and Mike Smith following the meeting on the 13th March 2020. The delay in communication is likely to be down to the Coronavirus Lockdown.

086/20**Pot Holes:** Although the Clerk chased for an update on the 25th April 2020, there has still been no update with regards to when repairing of the roads might happen or when collection of the Highways equipment that has been left in our Village will be. The Clerk is to chase this again.

087/20**Enforcement Update:** Cllr Saunders reported that Heather Nesbitt has left Cherwell District Council (CDC), according to her 'out of office' email response. Cllr Saunders will find out who her replacement is so that we can continue with the enforcement cases.

088/20**Programmable Flashing Lights:** Both sets of lights are now working and flashing at the appropriate times. Cllr Saunders raised the question why the Parish Council cannot have access to programme the lights? The Clerk is to contact Sian Gibbons at Oxfordshire County Council to find out.

089/20**Bottle Banks:** The Clerk received a copy of the CDC risk assessment as requested, which was shared with the Councillors. Following a discussion, it was agreed that Cllr Saunders and Cllr Whitehead will produce a Parish Council Risk Assessment in response to CDC as their own did not cover all of the risks identified.

Cllr Lane confirmed that he has received many reports of bottles being dumped outside the overflowing bottle banks, despite regular collections.

This led on to a discussion about the previous bottle bank site and the shoe bank that remains there. Cllr Whitehead will investigate to see if there are any contact details so we can find out if it is being used or if it should be removed.

Also in this area, there has been a sewerage leak reported. The Clerk is to contact Thames Water to report this.

The private road leading to this area came under discussion because it is not clear what, if any, restrictions there are for parking here. Cllr Ledger said he will check the Land Registry details and report back at the next meeting.

090/20**Blocked Footpath behind The Row:** Cllr Saunders will report on the ownership of the wall adjacent to this path at the next meeting.

- 091/20 **Rocks on pavement/grass verge:** The Clerk shared with the Councillors the email reply from Chris Grain. As the rocks are still there, the Clerk is to reply to Chris and ask him to contact the resident again on this matter.
- 092/20 **New Public Transport Representative (PTR):** The person who was considering this role has sadly decided not to take it up. Therefore it was agreed that the Clerk should advertise this post in the next Village News.
- 093/20 **Annual Parish Meeting:** The Clerk shared with all that the general advice is to cancel Annual Parish Meetings (APM's) this year. There was a discussion about holding a virtual Annual Parish meeting via Zoom instead and all agreed this is what Bletchingdon Parish Council will do. Following which, the Finance Report and Chairman's report will be shared with the Parishioners on the website and in the next edition of the Village News, as usual. The Clerk is to confirm the dates of both the APM and May Parish Council Meeting to the Councillors via email and advertise the APM as soon as possible with posters, on our website and social media.
- 094/20 **Planning Applications.** Cllr Saunders reported that circulating the Planning Applications via email has been highlighted as a better process for the Planning Committee and should continue where appropriate after the Lockdown has ceased.
- 094a/20 **Applications Approved:**
None.
- 094b/20 **Applications Received:**
20/00861/F – R. Gupta – Heathfield House Nursing Home, Heathfield OX5 3DX – Erection of staff accommodation building. No objection from planning committee.
20/00804/F – Framptons – Half Acre Cottage, Street Though Heathfield Village, Heathfield OX5 3DU – Removal of Condition 1 (6 months demolition) of 19/02254/F. Objection from planning committee "I believe that the condition imposed by CDC was to ensure that Mr Jarvis or his agents do not reconsider operating a kennel/cattery or similar again without significant investment, which is why he requested the removal of the original condition 11. If he is no longer going to operate such an unviable business (if operated within animal welfare constraints) he really doesn't need the facilities to do it, and I can see no reason not to impose Condition 1."

095/20 **Finance:**

095a/20 Cllrs were asked to consider invoices for payment itemised on the payment schedule below:

Invoices for payment 30th April 2020

Method	Payee and Reason	Budget	Minute Ref	Total Amount	VAT
Bank TF	OALC – Annual Subscription	General Admin		£196.04	£32.67
Bank TF	Cherwell District Council – Dog Bin emptying	Dog Bin Emptying		£274.56	£45.76
Bank TF	Fiona Mason – Reimbursement for	General Admin		£14.39	£2.40

	the purchase of 1 month Zoom Pro subscription				
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The Direct Debit to BT is due to go out on or just after 23rd April 2020 for £38.04 including VAT.

All payments approved.

095b/20 The Clerk shared with the Cllrs the Finance Report for the year ending March 2020. Traffic calming remains a priority for the Village and in order to progress this, costings are needed. The Clerk is to contact Dave Catling again to request this. The note in this report inferring that £20250 is held as a contribution towards the establishment of a 20mph speed limit in the village is incorrect. These monies are ring fenced to contribute to the possible need for physical for speed restriction measures such as speed humps and road narrows chicane on Kirtlington road.

095c/20 It was discussed whether or not the Clerk should have a debit card for the current account to make payments such as subscriptions to Zoom packages, instead of purchasing on her personal card and then being reimbursed. All agreed the Clerk should have one. The Clerk will contact the Bank to request this. It was also approved that the Zoom subscription should be renewed for another month.

095d/20 Cllr Saunders reported to the Clerk that he had contacted the Cllrs prior to the meeting to discuss the Clerks salary. He confirmed a pay rise has been approved by all and that he would contact the Accountant with the details.

096/20 Correspondence Received:

- a) John Howell Newsletter – Shared via email.
- b) SSE Resilient Communities Fund 2020 – Shared via email.
- c) Land & Property Registration email – shared via email. All agreed there is no need for us to contact this company to check our records. Cllr Ledger will check the records for the Sports and Social Club himself.
- d) Lockdown Mind Therapy Booklets – shared via email. All agreed these are a good idea, especially as they are free. The Clerk is to contact them and ask for 50 and see how that goes.
- e) OTP Awards 2020 – shared via email.
- f) Email Cherwell District Councillor Covid 19 Priority Fund – Shared via email.
- g) Email from Cherwell Larder seeking financial support for one of our parishioners – shared via email and responded to immediately with the details for the Bletchington Charity. It was also confirmed that those on the ‘Shielded List’ are receiving food packages from the Government.
- h) Email from Eleanor Rowling – Great British Bunting – shared via email. All agreed this was something we can support. The Clerk is to share this information with our Parishioners via our website and other social media channels.

097/20 **Reports from meetings:** None.

098/20 Any Other Business:

- a) Cllr Jordan reported that the bin at the Bus Stop and the bin next to the School car park have not been emptied again. The Clerk is to report this and also to ask for

- b) some signs to remind people not to put dog poo bags in the general waste bins as this has also been happening.
- c) All agreed that the Parish Council need to acknowledge all the hard work that Mike Seaton, Coop Manager, has done for our Village. When Coronavirus is over, a big thank you is in order.
- d) Cllr Saunders reported for the record the sad passing of Ron Gamage who had been a Parish Councillor for many years and will be remembered by Bletchingdon for many years to come.
- e) Cllr Lane reported that an old fridge has been dumped on the verge near the sewerage works and an old, reclining chair has been dumped on the verge near Tollbrook Corner. The Clerk is to report these to CDC.

099/20 Items for information or next Agenda only - all items for next agenda to be submitted to the Clerk by Thursday 21st May 2020.

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100/20 Date of Next Meeting: to confirm the date of the next meeting as 28th May 2020.

Meeting Ended : 8:50pm.